

APPENDIX A

Memorandum of Agreement between the Sacramento River Conservation Area Forum and The Nature Conservancy regarding the Colusa Subreach Planning Project

The Memorandum of Agreement was adopted by the Steering Committee on June 17, 2004 to help guide Colusa Subreach Planning. The full text of the Memorandum is incorporated in this Appendix.

**MEMORANDUM OF AGREEMENT
BETWEEN THE SACRAMENTO RIVER CONSERVATION AREA FORUM
AND THE NATURE CONSERVANCY REGARDING THE COLUSA
SUBREACH PLANNING PROJECT**

I. Preamble

The Nature Conservancy ("TNC") has been awarded a grant from the California Bay Delta Authority ("CBDA") referred to as ERP-01-P27 to conduct a three-year subreach planning project along the Sacramento River (the "Project"). The Project will focus on the land inside of the Sacramento River Flood Control Project levees between the Princeton Ferry site and the Colusa Bridge (the "Project Area"). The Project will involve a comprehensive approach to restoration planning that includes a high level of stakeholder involvement to develop conceptual restoration plans and analyze potential benefits to, and impacts of, restoration implementation on surrounding landowners and land uses. This planning process will develop the tools and information needed to make informed land use decisions regarding the effects of restoration actions that are uniquely designed to correspond to local conditions. TNC entered into a Recipient Agreement on April 21, 2004 with GCAP, the contract manager for CBDA, to implement the Project.

In October of 2001, TNC submitted a proposal to CBDA for funding of the Project (the "Proposal"). The Sacramento River Conservation Area Forum ("SRCAF") assisted in the development of the Proposal, supported the Proposal and was named in the Proposal as a partner in the Project. The principal role of SRCAF in the Project application was to collaboratively manage, with TNC, a public outreach process that would involve a wide range of stakeholders in planning the use of the floodplain and the restoration of riparian habitat within the Project Area. As set forth in the Proposal, TNC plans to enter into a subcontract with the CSU Chico Foundation, the contracting agent for SRCAF, to provide funding for certain staff services to be provided by SRCAF related to the public outreach aspects of the Project.

II. Purpose of the Memorandum of Agreement

The purpose of this Memorandum of Agreement ("MOA") is to set forth the agreement between SRCAF and TNC in regard to the implementation of the Project and to document and detail the collaborative partnership between the parties.

III. Commitment to the Goal and Objectives the Project

Shared Commitment to the Project Goal

SRCAF and TNC jointly commit to the following Goal of the Project:

Increase citizen stakeholder involvement in determining realistic conservation strategies and projects for protecting and restoring a riparian corridor along the Sacramento River in the Project Area that address flood control and economic and environmental uses of the floodplain.

Shared Commitment to the Project Objectives

SRCAF and TNC jointly commit to the following Objectives of the Project:

1. Ensure an open and inclusive planning process consistent with the SRCAF principles and guidelines with multiple opportunities for input by local stakeholders, agencies and private interest groups.
2. Collect baseline data and analyze existing data to inform floodplain management and compliment long-term monitoring programs.
3. Build and calibrate tools to evaluate the effects of restoration, land management alternatives and flood control infrastructure specific to the Princeton – Colusa Subreach.
4. Develop design alternatives and build support among stakeholders for identified implementation projects, incorporating ecosystem restoration and related compatible flood protection, recreation and other land use benefits.
5. Address stakeholder concerns and research priority questions.

IV. Responsibilities of SRCAF

SRCAF commits to discharge the following responsibilities pursuant to this MOA:

1. Act as a partner with TNC to jointly manage the public outreach portion of the Project to be consistent with the goal and principles of the SRCAF Handbook.
2. Assist TNC in selecting a project facilitator, as specified in the Recipient Agreement (“Facilitator”).
3. Select the Advisory Workgroup in coordination with TNC, consistent with Section VII of this MOA.
4. Coordinate and distribute, in conjunction with the Facilitator and TNC, agendas and information for the Advisory Workgroup.
5. Communicate with local governments and conservation agencies regarding the Project in coordination with TNC.
6. Utilize the SRCAF Board, Technical Advisory Committee and other appropriate SRCAF committees to review and comment on Project reports, studies and plans.

V. Responsibilities of TNC

TNC commits to discharge the following responsibilities pursuant to this MOA:

1. Manage the Project activities under the Recipient Agreement to be consistent with the goal and principles of the SRCAF Handbook, with reporting responsibility to CBDA.
2. Act as a partner with SRCAF to jointly manage the public outreach portion of the project to be consistent with the goal and principles of the SRCAF Handbook.
3. Coordinate with SRCAF in recruiting the Facilitator.
4. Assist SRCAF in selecting the Advisory Workgroup, consistent with Section VII of this MOA.
5. Assist SRCAF and the Facilitator to coordinate and distribute agendas and information for the Advisory Workgroup.
6. Communicate with local governments and conservation agencies regarding the Project.
7. Manage the preparation of reports and studies that are part of the Project.
8. Develop land use and restoration alternatives for land owned by those who choose to participate, including public agencies, TNC and other private landowners, with input from the Advisory Workgroup.
9. Consider input from the Advisory Workgroup and make Project

determinations consistent with the goal and principles of the SRCAF Handbook per CBDA requirements.

VI. The Steering Committee

The Steering Committee will serve as a coordinating body to guide the public outreach process and oversee the implementation of the Project. The Steering Committee will be members of the Advisory Workgroup and a member of the Steering Committee, selected by the Steering Committee, will serve as the chair of the Advisory Workgroup. The Steering Committee shall be composed of seven members as follows:

- SRCAF
 - Board members from
 - Colusa County – public interest representative
 - landowner representative
 - Glenn County – public interest representative
 - landowner representative
 - SRCAF Manager
- Public Conservation Agency representative selected by the SRCAF Board
- TNC representative – Project Director

VII. The Advisory Workgroup

Function

The Advisory Workgroup will serve to provide input representative of stakeholders to the planning of restoration and related land uses along the river and to studies developed through the Project. Members of the Advisory Workgroup will be expected to commit to become informed in regard to restoration and flood management issues, regularly attend meetings throughout the term of the Project and review Project reports and studies. An Advisory Workgroup Role Description will be developed by SRCAF staff and TNC in conjunction with the Facilitator that will detail the duties and expectations of the Advisory Workgroup. The Advisory Workgroup Role Description will be approved by SRCAF and TNC prior to the selection of the Advisory Workgroup.

Selection

The Advisory Workgroup will be selected by the SRCAF with the input of TNC. The composition of the Advisory Workgroup will be as specified on Attachment “A”.

Consistency with the Sacramento River Conservation Area Forum Handbook

The Advisory Workgroup will review reports, studies and plans to ensure consistency with the goal and principles of the SRCAF Handbook.

Science Subgroup

A Science Subgroup will be selected by the Steering Committee from the membership of the Advisory Workgroup to review technical aspects of the Project and related technical reports in order to permit the Advisory Workgroup to focus on substantive policy issues.

VIII. Amendment

This MOA may be supplemented, amended or modified by the written agreement of SRCAF and TNC.

IX. Approval

This MOA shall be effective as of June 17, 2004 and shall extend through April 15, 2007.

_____ (original signed by) _____
Lynnel Pollock, Board of Directors Chair
Sacramento River Conservation Area Forum

_____ (original signed by) _____
Mike Sweeney, Chief Operating Officer
The Nature Conservancy

Attachment “A”*

**This is subject to further refinement by the Steering Committee*

Composition of the Advisory Workgroup

Steering Committee members (7)

- ◆ SRCAF Board Member– Colusa County, landowner
- ◆ SRCAF Board Member – Colusa County, public interest
- ◆ SRCAF Board Member - Glenn County, landowner
- ◆ SRCAF Board Member - Glenn County, public interest
- ◆ SRCAF - Public Conservation Agency representative
- ◆ SRCAF Manager
- ◆ TNC Project Director

Interest Representatives (8):

- ◆ Inner Levee Private Property Owner
- ◆ Local Irrigation or Reclamation District
- ◆ City of Colusa
- ◆ Colusa County government
- ◆ Glenn County government
- ◆ Recreation Interest
- ◆ Business Interest
- ◆ Environmental Interest

Agency Property Owner Representatives (5):

- ◆ State Department of Fish and Game
- ◆ State Department of Parks and Recreation
- ◆ State Department of Water Resources
- ◆ US Fish and Wildlife Service
- ◆ California Bay Delta Authority

APPENDIX B

Colusa Subreach Planning Public Engagement Plan

The Public Engagement Plan was adopted by the Steering Committee on October 1, 2004 to help guide Colusa Subreach Planning. The full text of the Plan is incorporated in this Appendix.



COLUSA SUBREACH PLANNING

Public Engagement Plan



1. Purpose of the Public Engagement Plan

The Public Engagement Plan is intended to outline a process that will provide stakeholders with the opportunity to become informed about the Colusa Subreach Planning Project and to participate in the planning process. It is also intended to provide for a planning process is efficient and contributes to achieving the Project Goal and Objectives.

2. Overview of the Project

The Colusa Sub-reach Planning Project is a collaborative effort among landowners, other local interests and resources agencies to develop a conservation strategy along the twenty-one mile stretch of the Sacramento River from Princeton to Colusa. Planning will focus on identifying the concerns of area landowners and addressing them through research projects. It will include an emphasis on the restoration of riparian habitat on public lands and lands purchased for habitat conservation that are inside the Sacramento River Flood Control Project levees. Private properties will not be accessed without permission and private property rights will be respected. The Project will occur over a three-year period and it is funded by the California Bay-Delta Program, which is commonly known as CALFED.

The Colusa Subreach Planning Project will be substantially driven by the issues and opportunities that are identified as part of the public engagement process. The Project will include the preparation of detailed, baseline assessments for potential restoration sites and hydraulic analysis of draft restoration proposals to ensure the continuing integrity of the flood control system. Research projects will also be initiated to address key landowner questions and concerns identified by the Advisory Workgroup. The overall intent of the Project is to plan for identified habitat restoration activities and related uses that are compatible with agriculture and the flood control system.

3. TNC and SRCAF Partnership

The Sacramento River Conservation Area Forum (SRCAF) and The Nature Conservancy (TNC) initially agreed to form a partnership to conduct the Colusa Subreach Planning Project in the summer of 2001, when the application for project funding was first prepared. Both entities recognized that there were concerns with habitat restoration that required open and cooperative interaction with all stakeholders. This joint agreement was further detailed in the *Memorandum of Agreement between the Sacramento River Conservation Area Forum and the Nature Conservancy Regarding the Colusa Subreach Planning Project* in June of 2004. The *Memorandum of Agreement* specifies the shared commitments of both entities related to:

- The Goal and Objectives of the Project
- The responsibilities of both SRCAF and TNC

- Provision for a Steering Committee to direct the public outreach
- Provision for an Advisory Workgroup to provide representative stakeholder input

TNC is responsible to the California Bay-Delta Authority for the completion of all Project tasks. SRCAF partners with TNC to manage the public outreach effort and provides staff services to help support the effort pursuant a subcontract to TNC.

4. Key Targets for Public Engagement

- Landowners in and adjoining the Project Area (between the levees)
- Local government (Colusa and Glenn Counties, City of Colusa, local special districts)
- Local organizations (Farm Bureaus, Chambers of Commerce, etc.)
- Agricultural interests
- Water supply interests
- Recreation interests
- Conservation interests
- Other community opinion leaders
- Federal and State agencies with key jurisdiction in the Project Area
 - US Fish and Wildlife Service
 - US Army Corps of Engineers
 - California Department of Fish and Game
 - California Department of Parks and Recreation
 - California Department of Water Resource
 - California Reclamation Board
 - California Bay-Delta Authority

5. Key Information Needs for Key Contacts

Key Information To Contacts	Key Information From Contacts
Description of Project - Overview	Ways in Which Project is Attractive
Description of Project - Key Players	Ways in Which Project Raises Concerns
Description of Project - Timeline	Who Else Should Be Contacted
Description of Ways to Stay Informed	Familiarity with Restoration Issues
Purpose of Survey	Particular Issues or Areas of Concern
How Survey Results Will Be Used	Potential Solutions
How to Get Copy of Products	Information Needs
	Process Concerns

6. Public Engagement Tools

A wide range of techniques will be utilized to engage the stakeholders in the planning process:

- **Project Facilitator** - To provide professional guidance of the public meeting process (Advisory Workgroup, public meetings and workshops) over the term of the Project the services of a professional facilitator will be utilized. This will help ensure openness, transparency, representative participation and efficiency in the process.
- **Advisory Workgroup** - To provide primary stakeholder input throughout the process an Advisory Workgroup will be formed. The Advisory Workgroup is

intended to be representative of the range of stakeholders concerned with habitat restoration in the Subreach. The Advisory Workgroup tasks include:

- Identification of landowner concerns for research
 - Identification of locations for focal area planning
 - Review of studies and reports for consistency with the Goal and Principals of the SRCAF
 - Review of restoration plans for consistency with the Goal and Principals of the SRCAF
- **Landowner Survey** – To gain direct input from landowners within and adjoining the Project Area landowner surveys will be conducted. Two surveys will be taken; one during the initial stage of the Project and one at the end of the Project. The surveys will address the following questions:
 - General attitudes regarding habitat conservation and restoration
 - Concerns regarding habitat conservation and restoration
 - Input regarding the desired planning process (initial survey)
 - Feedback regarding success of the process (final survey)
 - **Public Meetings** - To provide an opportunity for all interested parties to provide direct input to the process and receive information regarding the status of the Project. Three such meetings are planned.
 - **Newsletters** - To provide landowners and other stakeholders with written information regarding the status of the Project and to publicize Project activities and events a newsletter will be distributed to stakeholders. Three newsletters are planned.
 - **Workshops** - To provide an opportunity to gain greater information and understanding of the technical factors involved in ecosystem restoration in an informal format and provide for field visits workshops will be held. Workshop participants will be the Advisory Workgroup and other interested persons. Three workshops are planned.
 - **Information Presentations** - To provide direct communication to SRCAF Board of Directors, local government, local organizations and state and federal agencies regarding the project and to receive direct input from these organizations information presentations will be made. Information presentations are planned during the initial stage and as otherwise appropriate,
 - **Project Website** – To provide an information posting location on the internet to provide interested persons with information about the Project, provide meeting information, post reports and plans a Project website will be established. A posting site connected to the SRCAF website is planned.
 - **Local Media Contacts** - To help inform interested parties about the status of the Project and publicize Project activities and events contacts with local media will be made and news releases will be provided. Local media contacts will be made throughout the project to help publicize key activities.
 - **Individual Stakeholder Meetings** – To help inform key stakeholders Project staff will meet informally with selected key stakeholders to introduce the Project, initiate working relationships, solicit input and address issues that arise in the process.
 - **Outreach Materials** – Various outreach materials to introduce the Project to stakeholders in detail appropriate to the anticipated interests of stakeholder groups, will be developed. These materials will include a project handout, PowerPoint presentations and materials in the Project webpage.